Chief Information Officer

Designation, Mission and Responsibilities

March 2000

Chief Information Officer (CIO)

CIOs are designated at several Army levels:

Army	**(Army-level)**	**Director of Information Systems for Command, Control, Communications, and Computers (DISC4)**	***See: AR 25-1, 2.1***
AMC	**(MACOM-level)**	**AMC CIO**	***See: AR 25-1, 2.16***
AMCOM	**(MSC-level**	**AMCOM CIO**	***See: AR 25-1, 2.25***

Supported by the AMCOM Corporate Information Center

CLINGER-COHEN ACT (1996)

From AMC IT Strategic Plan, 2.

"This Plan provides guidance within AMC on the implementation of the Information Technology Management Reform Act of 1996 (ITMRA), Pub. L. 104-106, known as the Clinger-Cohen Act, which President Clinton signed into law on February 10, 1996. The Clinger-Cohen Act repeals Section 111 of the Federal Property and Administrative Services Act of 1949 (popularly referred to as the "Brooks Act") and establishes a new statutory scheme for information technology (IT) management and acquisition within the Executive branch. The Act's provisions took effect on August 8, 1996, 180 days after enactment."

See: Sep 99, 2.

From AR 25-1 (Mar 00)

(Implements the Clinger-Cohen Act)

2-25.

"Commanders or directors of major subordinate commands (MSC), FOA, separately authorized activities, tenant, and satellite organizations will, based on guidance of their parent organization, accomplish the same information management responsibilities as their parent organization commensurate with their mission, size, responsibilities, and location.

a. Commanders of MSCs will designate a DCSIM or equivalent senior IM official who will have the same staff responsibility for the supported MSC as the DCSIM at MACOM level.

b. FOAs and other organizations will, as a minimum, establish/appoint an information management office/officer to plan and/or supervise the execution of information management.

c. Coordinate information systems requirements with the installation or area DOIM.

AMC CIO (and Major Subordinate Command CIOs') Responsibilities are listed in the AMC IT Strategic Plan (Sep 99)

AMCOM Commander has designated Mr. James M. Ivey as CIO as per:

2.1.2 MSC/SRA CIO Designation

"Each AMC Major Subordinate Command (MSC) Commander and Separate Reporting Activity (SRA) Chief shall appoint a senior official to serve as the Chief Information Officer (CIO) of their respective organization. AMC fully supports the goal of a single official whose primary duties involve orienting information technology (IT) investments toward our strategic business and mission operations. Creating a CIO in subordinate organizations provides the leadership a means to develop plans and establish procedures for the improved design, use, sharing, performance, evaluation, and modernization of information resources. All CIOs have a technical relationship with AMC CIO concerning current and desired relationships among business operations and IT.

MSCs and SRAs may also appoint deputy CIOs that have additional experience in work process redesign, design and management of information technology architectures, and data and telecommunications

AMCOM CIO & CIC
Mission Statement

- **To serve as principal advisor to the AMCOM Commander and other DOD leadership on Redstone Arsenal and its surrounding geographical area on Information Management (IM) and Information Technology (*IT*) matters.**

- **To provide oversight of AMCOM's collection of information and control of paperwork, information dissemination; statistical data; policies and coordination; records management; freedom of information; and privacy act programs.**

- **To manage the AMCOM *IM/IT* Program which encompasses *IT* resources, configuration management, process analysis, business/functional process improvements, *IT* strategic planning, identification, assessment and validation of *IT* requirements, *IT* life cycle management, *IT* performance measurements, AMCOM-wide *IT* architecture and JTA-A compliance, information assurance, *IT* acquisition assessments, IM/IT personnel proponency, VI program proponency, records management, printing and publications, and other information management for AMCOM and other DOD activities on Redstone Arsenal and its surrounding geographical area.**

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AMCOM CIO & CIC

Mission Statement

(continued)

- **To design, develop, implement and maintain automated information and communications systems and technical architectures for AMCOM and tenant organizations in compliance with DOD, DA, and AMC directives including application systems, Local Area Networks (LANs), Campus Area Network (CAN), and appropriate gateways into CONUS-wide and worldwide networks.**

- **To manage and operate the AMC Engineering Data Management Systems Program Management Office for engineering data and configuration management automated systems, and to manage the AMCOM repository for engineering drawings and associated technical data.**

AMCOM CIO RESPONSIBILITIES

1. Serve as principal advisor to the AMCOM Commander and other DOD leadership on Redstone Arsenal and its surrounding geographical area on Information Management (*IM*) and Information Technology (*IT*) matters.
(from AR 25-1,2-1,c.1)

2. Develop and maintain internal headquarters and AMCOM-wide *IM/IT* procedures to provide required guidance and direction to subordinate and supported organizations.
(from AR 25-1,2-16,b.) and (from AMC Strategic Plan Sep 99, 2.3)

3. Identify the AMCOM *IM/IT* requirements. Ensure that these requirements are validated, coordinated, and integrated.
(from AR 25-1,2-16,c.) and (from AMC Strategic Plan Sep 99, 2.3)

4. Manage the AMCOM information management requirements throughout their life cycle, including those which are for AMCOM organizations that are tenants on other AMCOM installations.
(from AR 25-1,2-16,d.)

For AR 25-16 items, see:
AR 25-16

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AMCOM CIO RESPONSIBILITIES
(continued)

5. Take appropriate action to obtain resources to support information requirements through the PPBES process.
(from AR 25-1,2-16,e.) and (from AMC Strategic Plan Sep 99, 2.3)

6. Coordinate *IT* plans, programs and requirements with appropriate information systems security managers (ISSM).
(from AR 25-1,2-16,f.)

7. Assess all assigned programs prior to their Milestone Reviews, and based on the AMCOM CIO assessments, recommend programs to be continued, modified, or terminated,.
(from AR 25-1,2-16,g.)

8. Develop and maintain the AMCOM *IT* architecture.
(from AR 25-1,2-16,h.)

9. Develop appropriate procedures to ensure compliance with applicable software copyright laws and license agreements.
(from AR 25-1,2-16,i.)

For AR 25-16 items, see:
AR 25-16

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AMCOM CIO RESPONSIBILITIES
(continued)

10. Support development of AEA architectures (Operational, Technical and Systems) for respective command functions and act as the integrator for systems of systems under their purview. Coordinate with AMC.
(from AR 25-1,2-16,j.) and (from AMC Strategic Plan Sep 99, 2.3)

11. Assist AMC in ensuring JTA-A compliance for designated systems.
(from AR 25-1,2-16,k.)

12. Implement the Army data management and standards program.
(from AR 25-1,2-16,l.) and (from AMC Strategic Plan Sep 99, 2.3)

13. Maintain current systems architecture for assigned installations.
(from AR 25-1,2-16,m.)

14. Analyze their missions and revise their mission-related and administrative work processes, as appropriate, before making significant *IT* investments in support of those processes.
(from AR 25-1,2-16,n.)

For AR 25-16 items, see:
AR 25-16

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AMCOM CIO RESPONSIBILITIES (continued)

15. Ensure that all non-core/priority mission functions are accomplished effectively, efficiently and at the lowest cost.
(from AR 25-1,2-16,o.)

16. Appoint a command records administrator. This individual is responsible for overseeing the Records Management Program throughout the command.
(from AR 25-1,2-16,p.) and (from AMC Strategic Plan Sep 99, 2.3)

17. Ensure written contingency plans providing for effective withdrawal or destruction of records in hostile or unstable conditions are prepared by all AMCOM components.
(from AR 25-1,2-16,q.) and (from AMC Strategic Plan Sep 99, 2.3)

18. Conduct command-wide evaluations of records management programs relating to the adequacy of documentation, maintenance, use, and disposition of records every three years.
(from AR 25-1,2-16,r.)

19. Designate an AMCOM VI Manager to administer AMCOM VI Program.
(from AR 25-1,2-16,s.) and (from AMC Strategic Plan Sep 99, 2.3)

For AR 25-16 text, see AR 25-16 more ->

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AMCOM CIO RESPONSIBILITIES (continued)

20. Support policy for integrated logistics support of IM systems/equipment during its life cycle.
(from AR 25-1,2-16,t.)

21. Implement DA policy regarding property accountability of *IT*.
(from AR 25-1,2-16,u.)

22. Appoint and assign a frequency manager.
(from AR 25-1,2-16,v.)

23. Use electronic business/electronic commerce technologies to the maximum extent practicable to promote the goal of a paper-free (or near paper-free) business environment within the Army.
(from AR 25-1,2-16,x.)

24. Administer the AMCOM-level *IT* component of the Army *IT* Metrics Program.
(from AR 25-1,2-16,y.) and (from AMC Strategic Plan Sep 99, 2.3)

25. Implement Special Projects as Identified by the AMC CIO; Y2K Example: (from AMC Strategic Plan Sep 99, 2.3)

For AR 25-16 items, see:
AR 25-16

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AMCOM CIO RESPONSIBILITIES
(continued)

26. **Support Development of *IT* Strategic Plan / Corporate Strategic Technology Direction**
(from AMC Strategic Plan Sep 99, 2.3)

27. **Perform *IT* Acquisition Management / Excess Equipment**
(from AMC Strategic Plan Sep 99, 2.3)

28. **Perform as *IT* Resource PM : All IM Funding**
(from AMC Strategic Plan Sep 99, 2.3)

29. **Provide *IT* Support to HQ AMCOM**
(from AMC Strategic Plan Sep 99, 2.3)

30. Administer AMCOM Publications & Printing Program
(from AMC Strategic Plan Sep 99, 2.3)

31. Administer Freedom of Information Act (FOIA) & Privacy Act
(from AMC Strategic Plan Sep 99, 2.3)

32. **Perform *IT* Configuration Management**
(from AMC Strategic Plan Sep 99, 2.3)

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AMCOM CIO RESPONSIBILITIES
(continued)

33. Act as Career PM for *IM*
(from AMC Strategic Plan Sep 99, 2.3)

34. Develop and Support Web Enabled and Other Applications
(from AMC Strategic Plan Sep 99, 2.3)

35. Act as Focal Point for Redstone IMOs.
(from AMC Strategic Plan Sep 99, 2.3)

36. Act as POC for External *IT* Matters
(from AMC Strategic Plan Sep 99, Sep 99, 2.3)

37. Manage and operate the AMC Engineering Data Management Systems PMO and the AMCOM repository for engineering drawings and associated technical data.
(in AMCOM CIO Mission Statement)

end.